**Minutes of Trowse with Newton Parish Council – Finance Committee meeting held on 17th October 2022 at 6.30pm,**

**in The Manor Rooms, Trowse.**

**Present**

Cllr Haynes (chair), Cllr Bowers, Cllr Owen, Kate Leggett (Clerk)

**032 (001) Apologies**

None

**033 (002) Declarations of Interest and Dispensations**

Any items pertaining to allotments or Manor Rooms.

**034 (003) Minutes of the previous meeting**

Minutes of the meeting held on the 27th September 2022 were **agreed and signed.**

**035 (004) Maters Arising from the previous minutes**

None

**036 (005) Public Forum**

None

**037 (006) Clerks Report**

6.1 – Clerk gave an update on current and on-going financial matters. Clerk updated Councillors on how salary/pension and HMRC contributions will be shown going forward.

Banking signatories are slowly being sorted out. This is a long process due to the banks needing to be diligent about access to accounts.

**038 (007) Financial Procedures**

7.1

a) Cllr Bowers and Clerk took those present through budget information and processes.

b) Progress against audit action plan. Of the 18 recommendations on the internal audit only 3 are left to be completed and they have been scheduled in for the coming months.Cllr Bowers will inform full council of the progress made.

7.2 The clerk took Cllrs through this month’s bank reconciliation and payments. These were agreed.

Cllr Haynes noted that the precept had been paid into Lloyds instead of Unity. Clerk informed him that this was going to be rectified for the coming year.

The Santander account will be closed once the signatory issues have been rectified.

**039 (008) Banking Issues**

8.1 As discussed in item 6

**040 (009) Any Other Business**

None

**041 (010) Date and time of next meeting**

Next meeting Monday 21st November at 6.30pm.

Meeting closed at 6.50pm

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| **Decisions/Actions** | **Delegated to** |
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